



## CYRUS DALLIN ART MUSEUM Minutes



Date: Tuesday, February 14, 2023  
Time: 7:00pm  
Location: Conducted by Remote Participation

Members present: Sarah Burks, Geraldine Tremblay, Ellen Aamodt, Susan Gilbert, Mark DeCew, Amy Moyer, Heather Leavell, Tracy Skahan

Others present: Chuck Luca, Peter Middleton

Start @ 7:05pm

### Minutes:

#### 1. Welcome

S. Burks welcomed everyone to the meeting.

#### 2. Summary of Action Items from last meeting

##### C. Luca reviewed the AI's

- Alarm: American Alarm was there in late January. H. Leavell said they walked through with Mike Carney and American Alarm and she put together an email with all the details (e.g., we don't have a sensor in one of the galleries, have some that need to be updated, learned how we are causing the faults, etc.). Next step for H. Leavell to be added to the account so she can work through the issues.
- ACMI: G. Tremblay hasn't heard from them so we might have to go over there. They said to C. Luca that they are going to discuss at their meeting with the hopes of putting together a link of all the Dallin recordings to be available online. G. Tremblay said that we should reach out to Norman McLeod the director.
- Calendar: S. Burks will resend around for people to look at and H. Leavell will see how Emma likes it.
- Gift Shop: S. Burks said that she has some ideas and is working on it.
- Building Services: Door is painted but still in the basement. C. Luca will reach out to see the status of getting it finished, follow up on the storm door, and a handful of other outstanding items.
- Tech Support: H. Leavell will follow up on.

#### 3. Operations/Facilities

- Building update: Done under AI's.

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- Exterior improvement: Done under AI's.

### **4. Approvals & Consents**

G. Tremblay made a motion to approve the minutes of January 10, 2023, as corrected.  
E. Aamodt seconded. Unanimously approved by roll call vote.

No reimbursement requests.

### **5. Online Content & Outreach**

- Online Metrics – S. Burks shared the PowerPoint with the metrics.
- New followers, trends: S. Burks shared the PowerPoint with the metrics.

### **6. Volunteers' and Visitors**

- Visitors & Group Tours: S. Burks shared the PowerPoint with the metrics.
- Docent Recruitment: S. Burks shared the PowerPoint with the metrics.

### **7. Calendar of Upcoming events / Program Planning**

- Calendar of 2023 Events / Program Planning: S. Burks shared calendar and we reviewed same.

### **8. News Media & Publicity**

- News Releases: S. Gilbert has something for each of the next few months. She will put something together looking for more docents.
- Upcoming publicity needs: Discussed.
- Update from Amy about antiques magazine article: A. Moyer hasn't heard anything but submitted a similar proposal to Yankee Magazine.

### **9. Arlington Engagement**

- Business Community Update:
  - E. Aamodt said that their meeting was postponed and she is trying to get ATED to put something together for Patriot's Day. E. Aamodt wants to get the fifth graders invited to come to the Paul Revere Program to hear the presentation. A. Moyer said that she'd be happy to send the press release to the schools since they all publicize events differently. G. Tremblay said we should contact ACMI and have them do an add/PSA from pictures from last year. S. Gilbert said that she would reach out to Jeff Barnd at ACMI.
  - E. Aamodt mentioned the new Donut Villa which opened where Common Ground was located.
- Annual report for Town Meeting: S. Burks did the report and will send G. Tremblay a copy.
- Planning Department Update:
  - H. Leavell met with DJ Beauregard who started last month and periodically meeting at the Old Schwab Mill to keep in touch and collaborate.

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### **10. All Other Business**

- Board of Directors updates:
  - H. Leavell reported on the Annual Appeal and that we went above the goal.
  - H. Leavell presented our CPA grant application and it went well. It is to digitize the Dallin's papers. She will share the presentation but should also be on their website.
  - G. Tremblay is working on the getting the bird bath painting to a new conservator.
  - J. McGough gave G. Tremblay some papers and she organized them and put them into two report folders.
- Membership Committee: Nothing to report yet. Still in the idea stage.
- Curatorial or Collections updates: None.
- Indigenous Agenda Support:
  - S. Burks discussed the bill (Indigenous Peoples' day statewide, discontinuing use as mascots, promoting education on culture and history, improving Indigenous Peoples' outcomes, and protecting Native American Heritage) and will share the email she received.
- Open Forum:
  - H. Leavell said that in the Dallin papers, she found a photo of him working on the Challenge in his studio and on the wall behind him is the Rocks and Trees painting.

### **11. Identify new Action Items**

None.

Meeting adjourned at 8:30pm.

Next meeting is scheduled for March 14<sup>th</sup> at 7pm.